

PART 5307 - Acquisition Planning

2019 Edition

Revised: 26 Jul 21

Table of Contents

SUBPART 5307.1 — ACQUISITION PLANS 1

5307.104 General Procedures 1

5307.104-90 Solicitation Release 2

5307.104-91 Changes 2

5307.104-92 Acquisition Strategy Panels (ASP) and AP Approval Authority 2

5307.105 Contents of Written Acquisition Plans 4

5307.107-2 Consolidation 4

SUBPART 5307.4 —EQUIPMENT LEASE OR PURCHASE 4

5307.470 Statutory Requirements 4

SUBPART 5307.1 — ACQUISITION PLANS

5307.104 General Procedures

(a) In order to help develop a sound acquisition strategy, the acquisition team must provide appropriate opportunities for the early involvement of industry in all acquisitions and the Defense Contract Management Agency and Defense Contract Audit Agency in non-competitive acquisitions.

See [AFICC PGI 5307.104](#).

See [AFMC PGI 5307.104](#).

See [SMC PGI 5307.104](#).

See [USAFA PGI 5307.104](#).

5307.104-90 Solicitation Release

(a) For ACAT programs, see [AFI 63-101/20-101](#) (paragraph 4.3.1) and [DoDI 5000.02](#).

(b) For all other acquisitions, the contracting officer must not release the solicitation until the approval official has approved the Acquisition Plan (AP) unless the acquisition is being conducted pursuant to the authority of FAR 6.302-2, unusual and compelling urgency.

(c) For acquisitions utilizing policies and procedures in accordance with FAR 15.3, see FAR 15.303 and the [DoD Source Selection Procedures](#).

5307.104-91 Changes

If a change occurs to the program/acquisition that significantly affects the acquisition, the program manager with the assistance of the contracting officer must prepare a revised AP and a statement that summarizes the changes and obtain the approval from the appropriate approval authority.

5307.104-92 Acquisition Strategy Panels (ASP) and AP Approval Authority

(a) ASPs:

- (1) ASP are integral to a deliberative process that support the acquisition strategy approving authority in making informed decisions in performing their acquisition execution responsibilities. An ASP includes the Chair, panel members, and a briefing supporting the proposed strategy.
- (2) The program manager, or the contracting officer if a program manager is not assigned, must ensure an ASP is conducted for all acquisitions that require a written AP in accordance with DFARS 207.103. (See 5307.104-92(b)(2) for approval authorities).
- (3) The AP approval authority will be the ASP Chair. The ASP Chair will determine the ASP membership and the required briefing content based upon the unique requirements of each acquisition.
- (4) At the conclusion of the ASP briefing, the program manager (or equivalent) must prepare ASP minutes and obtain approval from the AP approval authority.

(b) AP:

- (1) Written APs for actions less than the thresholds prescribed at DFARS 207.103 may be prepared at the discretion of the CO or, if applicable, the PEO-designated approval authority (also see 5307.105).
- (2) AP Approval Authority shall be:

AP Approval	
Category	AP Approval Authority
PEO (Systems)	See AFI 63-101/20-101 (See Note below)
AFPEO/CM - Services	See AFI 63-138 (See Note below)
Operational & Enterprise (not covered above)	SCO**

AP Approval

Note: COs should determine their PEOs procedures for compliance with FAR 7.103, DFARS 207.103, and AFI 63-101 or AFI 63-138. See DFARS 207.103 for AP content requirements*

** Delegable to requiring organization or contracting organization no lower than the CO.

(3) Actions that do not require an AP:

(a) Task/delivery orders issued in accordance with the terms of the basic contract except non-DoD orders;

(b) Modifications within the scope of the contract;

(c) Replenishment parts except for those replenishment buys that require design; development, verification testing, and approval before start of production and

(d) Basic research under funding category 6.1

See [AFICC PGI 5307.104](#).

See [AFMC PGI 5307.104](#).

See [SMC PGI 5307.104](#).

See [AF PGI 5307.104-92](#).

See [AFICC PGI 5307.104-92](#).

See [AFMC PGI 5307.104-92](#).

See [SMC PGI 5307.104-92](#).

See [USAFA PGI 5307.104-92](#).

5307.105 Contents of Written Acquisition Plans

See the [Acquisition Plan](#) template. Note: A Streamlined Acquisition Strategy Summary (SASS) [see AF PGI 5307.105] document may be used for actions less than \$10M if directed by the applicable AP Approval Authority.

See [AF PGI 5307.105](#).

See [AFMC PGI 5307.105](#).

5307.107-2 Consolidation

(a) The SCO is the authority to make the consolidation determination for actions exceeding \$2 million. This authority may not be re-delegated. Consolidation determinations are only required for contracts awarded and performed in the United States and Outlying Territories.

(b) See MP5301.601-90.

(e) See MP5301.601-90.

The determination must include the acquisition strategy information required in FAR 7.107-2. The determination may be included in an AP (or equivalent) when coordination of the consolidation determination approving official is accomplished as part of the

AP approval process. When preparing these documents clearly identify the consolidation determination.

See [AFMC PGI 5307.107-2](#).

SUBPART 5307.4 —EQUIPMENT LEASE OR PURCHASE

5307.470 Statutory Requirements

(b) See [MP5301.601\(a\)\(i\)](#).